

## Publication Ethics and Malpractice Statement

### I. PUBLICATION AND AUTHORSHIP

- WIT Press adheres to the highest standards and ensures that all papers are subject to a strict review process from at least two international colleagues/experts in the field.
- The publication takes into account the originality of the work, its significance, sound underlying principles and relevance. Reviewers also take into account its readability and language.
- The research work reported in the paper should not have been published or have been submitted to another publication. It should be included in only one publication.
- The Editors' decisions are: acceptance, acceptance with revision, or rejection.
- Authors that agree to revise and re-submit their paper should be aware that there is no guarantee that the revised version will be accepted.
- Rejected articles will not be re-reviewed.
- The paper acceptance may be constrained by legal requirements, including legal copyright infringements and plagiarism.

### II. AUTHORS' RESPONSIBILITIES

- Authors guarantee that their manuscripts are their original work.
- Authors must certify that the paper has not been previously published.
- Authors must also certify that the manuscript is not considered for publication elsewhere.
- All authors listed in the paper must have contributed significantly to its contents.
- Authors must state that all information and data in the paper are real and authentic.
- Authors must let the Editors know of any conflict of interest.
- Authors ought to give proper reference identifying all sources used in their work or reported in their manuscript.
- Authors must respond to the reviewer promptly and appropriately.
- Authors are obliged to provide retractions or corrections of mistakes if necessary.
- Authors must promptly report to the Editors any errors found in their manuscript during the review process as well as after publication.

### III. REVIEWERS' RESPONSIBILITIES

- All information regarding papers is to be kept confidential.
- They ought to act objectively, without personal criticism of the authors.
- Reviewers should point out relevant published work which has not been referred to by the authors.
- Reviewers ought to call to the attention of the Editors any similarities between the paper under review and any other that they are aware of.
- Reviewers should point out to the Editors any conflict of interest that may occur.
- Reviewers should express their views clearly and indicate the reasons for them.
- Reviewers should comment on the clarity of the manuscript as well as the scientific contents.

#### IV. EDITORS' RESPONSIBILITIES

- Editors have ultimate responsibility for the acceptance or rejection of any papers.
- Editors are responsible for the contents and quality of the publication.
- Editors should guarantee the quality of the paper and the integrity of the academic research.
- Editors will base their decisions solely on the papers originality and importance, including its relevance to the publication's scope.
- Editors should not reverse their decision nor overturn the ones of previous editors without a special reason, in which case further reviews may be required.
- Editors will preserve the anonymity of the reviewers.
- Editors will accept a paper when reasonably certain that it fulfils the code of ethics and malpractice.
- Editors will act promptly if they suspect misconduct and endeavour to make all reasonable attempts to resolve the matter.
- Editors will ensure that the material published conforms to internationally accepted, ethical guidelines including having a clear picture of research funding sources.
- Editors should not allow conflicts of interest to take place between authors, reviewers and other Board Members.